

## How to Register

1. Select your class(es).  
Have an alternate ready.
2. Walk-In: Bring your registration and payment to 1005 "O" Street, Ste. 200, 9:30 to 4, Monday through Friday.
3. Phone-In: Call 441-7506
4. Email: Include name, address, phone, and birth date with class choice(s) to:  
goal@lincoln.gov.gov

***If there are any problems with a registration, you will be contacted by phone or e-mail immediately.***

## Payment

Payment must be received within 5 days. Make checks payable to GOAL and mail to:

GOAL  
1005 "O" Street, Ste. 200  
Lincoln, NE 68508-3631

## Refunds & Credits

Call in advance to receive full credit. A refund is charged a \$2 processing fee.

## Parking

- DT** Receive Park & Shop stickers for parking garage while in class or Ride & Shop round trip bus passes.
- NE** Parking southwest of the building.

With a teacher, student ratio of 1:6, the classes at the GOAL Computer Learning Centers are relaxing, casual, and fun!

Our instructors have learned how to use the computers, just like you are learning – one step at a time. Students enjoy the personal one-on-one time by our instructors that is incorporated into class time.

The curriculum for the GOAL Computer Learning Centers is written for the Adult Learner. With step-by-step instruction – just the way we teach and learn. And the best part is the books or handouts are included in the class fee! So you have an excellent reference to take with you.

Join us for a class or workshop and become part of the Life Long Learners in our community.

## Golden Opportunities for Active Learning

## The BEST Computer Classes in Town for Older Adults of ALL Ages!

A program of: Lincoln Area Agency on Aging

Lincoln Area Agency on Aging

# GOAL

## COMPUTER LEARNING CENTERS



Downtown ActivAge Center  
1005 "O" Street  
Northeast ActivAge Center  
6310 Platte Avenue

Registration: 441-7506

## July/ August/ September 2005 Class Schedule

The GOAL Computer Learning Centers offer the most comprehensive computer classes in the area! Join us at either the Downtown Center (DT) 1005 "O" Street or Northeast Center (NE) 6310 Platte Ave. For information about classes or to register call 441-7506 or e-mail [goal@lincoln.ne.gov](mailto:goal@lincoln.ne.gov).

## Introduction to Computers



The class for the beginner. Learn how to use computer programs, the mouse, managing files, WordPad, help, calculator, CD-ROMs and much more!

Cost: \$67 (includes book)

<u>Class #</u>	<u>Dates</u>	<u>Time</u>	<u>Site</u>
250701	July 6,7,8,11,12,13	1-3:30	NE
150801	Aug 22,23,24,25,26,29	9-11:30	DT
250902	Sept 12,13,14,15,16,19	1-3:30	NE
150902	Sept 20,21,22,23,26,27	9-11:30	DT

## Internet



Let's go surfing! Today's method of looking up anything you'd ever want to know...travel, finance, antique and estate auctions, insurance, ancestry files, medical. To learn the best and most efficient way to search, surf, and save favorites this is the class to take.

Cost: \$35 (includes book)

<u>Class #</u>	<u>Dates</u>	<u>Time</u>	<u>Site</u>
150703	July 25,26	9-11:30	DT
250803	Aug 10,11	1-3:30	NE

## E-Mail



With family and friends either busy or far away, e-mail is the answer to modern communication problems. Learn how to send, receive, forward, use an address book and group list, create and send attachments, and much more!

Cost: \$25 (includes book)

<u>Class #</u>	<u>Dates</u>	<u>Time</u>	<u>Site</u>
150804	Aug 15,16,17	9-11:30	DT
250904	Sept 7,8,9	1-3:30	NE

## File Management



Taken from our Introduction to Computers class, this is a good refresher on a very important topic. Learn to how to properly save and retrieve files, how to create folders for your files, how to find lost files, and much more!

Cost: \$15 (includes handouts)

<u>Class #</u>	<u>Dates</u>	<u>Time</u>	<u>Site</u>
250805	July 19	1 – 3:30	NE
150805	August 2	9 – 11:30	DT

## Word Processing



Learn word processing with WordPad, a program that comes free with Windows. You'll learn how to create a document and edit it with color, bolding, and text alignment. You'll also learn how to change margins, insert pictures, find/ replace words, copy/ paste, and much more!

Cost: \$25 (includes book)

<u>Class #</u>	<u>Dates</u>	<u>Time</u>	<u>Site</u>
250706	July 27, 28	1-3:30	NE
150806	August 4, 5	9-11:30	DT

## Genealogy



Take this extensive genealogy class. Learn how to track your history and use the computer program, Family Tree Maker, to put it all together. Cost: \$20

<u>Class #</u>	<u>Dates</u>	<u>Time</u>	<u>Site</u>
150607	June 17, 24 July 1, 8, 15, 22	9-11	DT

**Need one on one training? Or, is your computer ailing? Call the GOAL office for a referral. 441-7506**

**Call 441-7506 to register!**